



Spring Progress Report

PARTNERS FOR YOUTH

DUE ON OR BEFORE FEBRUARY 1, 2010

PLEASE CHECK ONE OF THE FOLLOWING:

☐ This is a **Final Report**. Our program has spent **all of funds from both the first check and the second check** and have the original receipts to verify these expenditures.

List amount accounted for on Fall Progress Report 1. _____

List amount accounted for on Fall Progress Report Addendum (If any) 2. _____

List total accounted for on this form (add lines 1 and 2) 3. _____

☐ We have spent **part of the second check** and have the original receipts to verify these expenditures. (When you spend the remaining funds from the second check, you will need to complete the Spring Progress Report Addendum.)

List amount of second check 4. _____

List total amount of receipts here 5. _____

☐ We have spent **all of the first check** and have receipts to verify these expenditures, but have not yet received our second check. (We will send your second check. When you spend it, you will need complete the Spring Progress Report Addendum that is attached as page 5 of this report.)

List amount of first check _____

☐ This is a status report only. We have not started our program or we have started but have not spent any of the first check. (You will need to complete a second copy of the Spring Progress Report when you spend the first allocation.)

Program Name _____

Name of the Organization: _____

Date _____ Contact Person: _____

Address: _____ ZIP Code _____

Phone: (work) _____ (home) _____

Fax: _____ Email address: _____

Youth Served:

☐ Target population: _____

☐ Number of youth who began program: _____ Number of youth who completed program _____

☐ Approximate how many youth consistently participate/attend sessions: _____

☐ Ethnic mix of participating youth (approximate percentages):

African-American _____ Caucasian _____ Asian _____ Hispanic _____ Other _____

☐ How did youth become involved in the program? (Referral or method of recruitment.)

Program Site(s):

Description of the program – What activities have been conducted to meet the goals and objectives as set out in the program proposal? (Please add any comments about the activities that have been conducted that were not included in the Fall Progress Report.)

Promises Provided By Program Please refer to the list of promises you listed on your application to Partners for Youth and describe how your program is providing these to the youth you serve.

Successes/Shortcomings - Please list reasons for the successes and/or shortcomings of the program.

Evaluation

It is essential that each program include a plan for seeing if it is doing what it has set out to do. Evaluation is more than simply saying the program is effective because the young people keep coming back. First, you need to look at your goals to be sure you know what you are trying to do and how you are planning to do it. Then, you need to develop a way to answer the question: What has been changed by our program? To do this, you can use such things as short pre- and post-questionnaires, telephone polls, focus groups, or current records and observations. For our purposes, we do not expect you to develop expensive evaluation programs, but we do want you to approach the subject by looking at changes that have occurred.

Since your Fall Progress Report, what information have you collected to show that something has changed due to participation in your program? (new skills learned or new knowledge gained...etc).

How will this information be used to improve the program or to enhance the youth's quality of lives?

If you have not spent all of your current Partners for Youth allocation at this time, please explain why you have been delayed. How do you plan to spend the remaining funds? ***You must spend the entire allocation within the timeframe of the contract (By April 30, 2010) or you will need to get an extension to next year.***

(This information will be shared with the Program Review Committees who will be selecting programs for future allocations.)

Suggestions – Do you have any suggestions for the Partners For Youth program?

Financial Summary – PLEASE ATTACH ORIGINAL RECEIPTS

Disbursements – Please itemize:

Item	Amount
Total disbursements listed here	

You must spend the entire allocation within the timeframe of the contract (By April 30, 2010) or you will not be eligible to receive the second check.

Please return form to:

Partners For Youth
166 N. Martin Luther King Blvd.,
Lexington, KY 40507
(859) 258-3119

THANK YOU SO MUCH!